

Policy 7.01 Implementation Plan

Biennium Timeframe: July 1, 2006 to June 30, 2008

Spokane Tribe and DCS Spokane

Plan Due Dates: April 2 (Regional Plan submitted to Assistant Secretary) and April 30 (Assistant Secretary Plan submitted to IPSS) of each even-numbered year. Progress Report Due Dates: April 2 (Regional Plan submitted to Assistant Secretary) and April 30 (Assistant Secretary Plan submitted to IPSS) of each odd-numbered year.

Implementation Plan				Progress Report
(1) Goals/Objectives	(2) Activities	(3) Expected Outcome	(4) Lead Staff and Target Date	(5) Status Update for the Fiscal Year Starting Last July 1
1. Improve employment Opportunities for Spokane Tribal members and for clients of Spokane Tribal TANF Program.	1.A DCS to investigate with other DSHS agencies and IPSS the feasibility of hosting an all-agency Region One DSHS Job Fair For American Indians in Region One.	1.A One or more personal, telephonic or written communication(s) by DCS with other DSHS agencies and IPSS and report to Tribe.	Spokane Tribal Attorney and/or his/her designee; Karl Boettner and Barb Melville; July 1, 2007	
	1.B DCS to investigate with other DSHS agencies and IPSS the feasibility of hosting a targeted pre-test training session at Spokane Tribal Employment and Training Office co-located with Spokane Tribal TANF Office in Spokane (city).	1.B One or more personal, telephonic or written communication(s) by DCS with other DSHS agencies and IPSS and report to Tribe.	Spokane Tribal Attorney and/or his/her designee; Karl Boettner and Barb Melville; July 1, 2007	
	1.C DCS to provide Tribe with DCS job recruitment posters regarding employment opportunities with DCS for posting at Spokane Tribal TANF office and other appropriate Tribal offices.	1.C Posting at Spokane Tribal TANF Office of a job recruitment poster regarding employment opportunities with DCS.	Spokane Tribal Attorney and/or his/her designee; Karl Boettner and Barb Melville; July 1, 2007	

	<p>1.D DCS to provide Tribal Employment and Training Office in Spokane with electronic or hard copies of DCS job opening announcements as DCS becomes aware of them.</p> <p>1.E DCS to work with IPSS Region One Manager to explore availability of providing workshops to American Indians in Region One, through the Executive Recruiter for DSHS Management Services Administration, in the following subject areas: Effectively completing the State of Washington Employment Application, Effectively completing the In-person Examination for a position, Effectively completing the Experience and Training Examination for a position.</p> <p>1.F DCS Spokane to explore feasibility of including one or more Spokane Tribal Employment and Training officials in any DCS wide and/or DSHS wide email lists or contact lists for open position announcements in DCS and/or DSHS.</p> <p>1.G DCS Spokane to explore feasibility of placing Spokane Tribal TANF clients at DCS Spokane in work experience positions.</p>	<p>1.D Transmission by DCS of one or more electronic or hard copies of DCS job opening announcements to the Tribal Employment and Training Office in Spokane.</p> <p>1.E DCS to jointly host, with the Region One IPSS Manager, and Region One Tribal Employment and Training officials at least one Workshop in one of the subject areas for any American Indians interested in DSHS employment and to be led by a DSHS recruitment or employment or human resource specialist.</p> <p>1.F DCS to contact relevant DCS, DSHS or other State officials regarding currently available distribution lists of DCS and/or DSHS position announcements and to contact relevant Spokane Tribal Employment and Training officials and report to the Tribe on inclusion of them on such distribution lists and implement inclusion if agreeable.</p> <p>1.G DCS to contact relevant DCS, DSHS or other State officials regarding feasibility of placing Spokane Tribal TANF clients at DCS Spokane in work experience position and reporting to the Tribe on the officials contacted and the feasibility of implementation.</p>	<p>Spokane Tribal Attorney and/or his/her designee; Karl Boettner and Barb Melville</p> <p>Spokane Tribal Attorney and/or his/her designee; Karl Boettner and Barb Melville; July 1, 2007</p> <p>Spokane Tribal Attorney and/or his/her designee; Karl Boettner and Barb Melville; July 1, 2007</p> <p>Spokane Tribal Attorney and/or his/her designee; Karl Boettner and Barb Melville; July 1, 2007</p>	
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<p>2. Continue Implementation of Informal Agreement on Services Provided by DCS in connection with Spokane Tribal TANF cases.</p>	<p>2, DCS and the Tribe have previously agreed that (1) DCS will open a case where the custodial parent has applied for Spokane Tribal TANF benefits and that custodial parent previously received State TANF benefits or previously received non-assistance services from DCS; (2) DCS will provide Spokane Tribal Accounting with a copy of the “Basic Case” computer screen, and the “Case Financial” screen on our case to assist Tribal Accounting with identifying the parties and the amount of child support arrearages assigned to the Spokane Tribal TANF program; (3) when the Spokane Tribal TANF Program closes its case, it will notify our office; and (4) when our office receives notice of a Spokane Tribal TANF case closure, our office will send to the Spokane Tribal TANF Program a month-by-month debt calculation, a copy of our Basic Case screen on the case, and a copy of our “Order Record” screen on the case; (5) While DCS has an open case, as referenced in (1) – (4), DCS will continue whatever enforcement actions are available to DCS and forward collections to the Spokane Tribal TANF Program; (6) DCS will not open a case where the custodial parent has applied for Spokane Tribal TANF benefits and that custodial parent has not previously received State TANF benefits or previously received non-assistance services from DCS.</p>	<p>2. So long as Spokane Tribal TANF client receives Spokane Tribal TANF benefits, and the client previously received State TANF benefits, or non-assistance services from DCS, DCS will provide child support services in connection with that case and forward collections to the Spokane Tribal TANF Program. With regard to Spokane Tribal TANF clients that have not previously received State TANF benefits, or non-assistance services from DCS, the Spokane Tribe will decide the child support services that will be provided in connection with such cases.</p>	<p>Spokane Tribal Attorney and/or his/her designee; Karl Boettner and Barb Melville; June 30, 2008</p>	
<p>3. Provide government-government training to as many DCS staff and Tribal staff as possible based on a curriculum</p>	<p>3. DCS to communicate with Spokane Tribal Attorney to request designee to work with DCS designee to develop together a curriculum on government-to-government training and deliver the training to as many DCS Spokane staff and Spokane Tribal staff as possible.</p>	<p>3. DCS Spokane staff and Spokane Tribal staff well-educated working together in government-to-government relationship, based on both DCS’ and the Spokane Tribe’s perspective.</p>	<p>Spokane Tribal Attorney and/or his/her designee; Karl Boettner and Barb Melville; June 30, 2008</p>	

<p>mutually developed by DCS and Spokane Tribal representatives.</p> <p>4. Continue implementation, and further refine, agreed protocol on the handling of child support issues in Spokane County Superior Court family law cases where a party receives, or has received, Spokane Tribal TANF benefits.</p>	<p>4.A DCS and the Tribe have previously agreed to the following protocol: when the judge or commissioner becomes aware that TANF benefits are being paid to one of the parties, the judge will notify Paul Cornelius of the Prosecutor's Office, if Mr. Cornelius is not already involved. If it is unclear whether the TANF benefits being paid are State or Tribal in origin, the Spokane DCS Tribal Unit (Barbara Melville) will make the determination. (If there are Tribal TANF benefits being paid, they will most likely be Spokane Tribal TANF benefits.) If it is determined that Spokane Tribal TANF benefits are being paid to one of the parties, Mr. Cornelius will notify Lorraine Parlange, Attorney for the Spokane Tribal TANF Program. The Spokane Tribal TANF Program, having received an assignment of child support from their Tribal TANF client, will have an interest in the Order of Child Support. Mr. Cornelius, as attorney for DCS, will have a separate interest in establishing the medical support obligation, since the Tribal TANF client necessarily receives Medical Assistance from the State of Washington in conjunction with the Spokane Tribal TANF benefits. Mr. Cornelius will make sure that the proposed Order of Child Support has a signature line for the Spokane Tribal TANF Program separate from Mr. Cornelius's signature line on behalf of DCS. Upon notification to the Spokane Tribal TANF Program, all the interested parties will either agree and sign off on the Order, or not agree, at which point all the parties, including the Spokane Tribal TANF Program, will be notified of a contested (or</p>	<p>4.A Spokane Tribal representative participates in resolving child support issues that arise in family law cases in Spokane County Superior Court where a party has received, or is receiving, Spokane Tribal TANF benefits.</p>	<p>Spokane Tribal Attorney and/or his/her designee; Karl Boettner and Barb Melville; July 1, 2007</p>	
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	<p>presentment) hearing, and, after hearing from the parties who appear at the hearing, the judge or commissioner will enter the Order. If an attorney for the Spokane Tribal TANF Program does not appear at the contested (or presentment) hearing, the judge or commissioner will not enter the Order, unless there is proof, by certificate of mailing, of having served Lorraine Parlange with a copy of the proposed Order (according to the time required for the particular Order) and of having served Ms. Parlange with adequate notice of the hearing. The address and contact numbers for Lorraine Parlange are as follows:</p> <p>Lorraine Parlange Attorney for Spokane Tribal TANF Program 232 E. Lyons Avenue Spokane, WA 99208 Telephone: (509) 533-1360, ext. 219 Fax: (509) 487-2240</p> <p>4.B DCS and Spokane Tribe will work together with Paul Cornelius, Spokane County Deputy Prosecutor, to revise the Spokane Tribal TANF Program's Assignment of Child Support form to enable the Spokane Tribal TANF client to authorize release of information held by DCS to Mr. Cornelius, in order to facilitate resolution of child support issues pursuant to the protocol described in 4.A above.</p>	<p>4.B Spokane Tribal representative participates, with adequate information, to resolve child support issues that arise in family law cases in Spokane County Superior Court where a party has received, or is receiving, Spokane Tribal TANF benefits.</p>	<p>Spokane Tribal Attorney and/or his/her designee; Karl Boettner and Barb Melville; July 1, 2007</p>	
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<p>5. Provide Spokane Tribal TANF Program caseworkers with access to SEMS lite (aka "SEMS Web") access as soon as possible.</p>	<p>5. DCS to coordinate with State Tribal Relations Unit of Economic Services Administration and Spokane Tribe to provide Spokane Tribal TANF Program caseworkers with access, pursuant to the access which DCS has already agreed to provide to Tribal TANF Programs.</p>	<p>5. Spokane Tribal TANF Program caseworkers have access to SEMS lite information on child support in order to enable those caseworkers to do their job most effectively.</p>	<p>Spokane Tribal Attorney and/or his/her designee; Karl Boettner and Barb Melville; December 31, 2006; June 30, 2007; December 31, 2007; June 30, 2008.</p>	
<p>6. Revise this Plan on regular basis as Spokane Tribe's needs change.</p>	<p>6.A Spokane Tribal representatives and DCS Spokane representatives to meet as soon as possible following 2006 negotiations between State of Washington and Spokane Tribe on Spokane Tribal TANF Program, in order to review any necessary additions or revisions to this Plan.</p> <p>6.B Spokane Tribal representatives and DCS to meet face-to-face at least one every six months during period of this Plan</p>	<p>6.A This Plan is consistent with the needs of the Spokane Tribe, based on the outcome of 2006 negotiations between State of Washington and Spokane Tribe on Spokane Tribal TANF Program.</p> <p>6.B This Plan is consistent with the needs of the Spokane Tribe as those needs change during the period of this Plan.</p>	<p>Spokane Tribal Attorney and/or his/her designee; Karl Boettner and Barb Melville; as soon as possible following conclusion of 2006 negotiations between State of Washington and Spokane Tribe on Spokane Tribal TANF Program.</p> <p>Spokane Tribal Attorney and/or his/her designee; Karl Boettner and Barb Melville; September 1, 2006.</p>	

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